

THE KNOLLS

Adult Day Services Program

51 Grasslands Road

Valhalla, NY 10595

REVISED

Policy: <b>Visitation and Phone Usage Space</b>	Page 1 of 1
New Policy Date:	Revision Dates:
Department:	Approval:

POLICY

The Knolls ADHC optimizes, but does not regiment each registrant's individual initiative, autonomy, and independence in making life choices, including but not limited to daily activities, physical environment and with whom to interact. The Knolls ADHC allows visitation during the hours of operation for all registrants with no restrictions on duration or who the visitor may be. ADHC offers its registrant a private space from which to make phone calls to whomever they wish.

PURPOSE:

To ensure that all registrants can always receive visits from people of their choice and providing them with a space in which to visit or at a location of their choice. Also, to provide a space from which they can use a telephone in private.

PROCEDURE:

1. For the duration of the COVID-19 emergency period remaining in effect, as described above, when all visitors arrive at the program, they will have their temperature check, complete a screen assessment, and always wear a face mask in the appropriate manner in compliance with the program's protocols.
2. All visitors will sign the program's visitor's log to provide a record of their visit upon arrival and departure.
3. A private visiting area will be provided to the registrant and visitor(s) upon request, or they may choose an area outside the program. They may also utilize this same space to make private phone calls.
4. The registrant's privacy will be respected by the program.
5. Registrants and /or their visitors are encouraged, but not required, to provide prior notification to staff of the visit.
6. All infection control procedures will be observed in accordance with Adult Day Services Policy and Procedure Manual During COVID-19 Emergency.
7. Review visitor policy annually at Registrant Council.
8. Review visitor policy on admission with registrant and/or authorized representative.